

ACADEMIC POLICIES COMMITTEE
October 30, 2020
Zoom Meeting from 1-2 p.m.

Members Present: Keith Goyne (Chair), Cassandra Garcia, Robin Panneton, Susan Sumner, Lauren Thomas (representative for Kimberly Smith), Keith Thompson

Members Absent: Kimberly Smith

Recorder: Arlice Banks, *Executive Administrative Assistant, College of Natural Resources and Environment*

Keith Goyne, Chair, called the meeting to order at 1:02 PM.

Keith Goyne welcomed Cassandra Garcia, undergraduate student representative, and Lauren Thomas, Director of Academic Advising Initiatives.

- I. The October 13 minutes were approved without modification.
- II. The October 30 agenda was approved without modification.
- III. Old Business – Developing an Academic Relief (AR) policy
 - A. What issue(s) is the committee solving that allows the process to dictate the course of action and who is involved in that process?
 1. Historically, AR has not been publicized. Once the AR policy is developed, it should be listed in the course catalog for reference.
 2. Campus entities have developed their own academic relief forms, which results in students receiving inconsistent messages.
 3. Not all students are aware of the implications of AR, such as progress towards a degree, financial aid status, etc.
 4. How is the AR process initiated and who is the final arbiter of the process?
The committee was asked to use a flow chart illustrating the progress of the AR process and share this information at the next meeting.

Discussion: Who is involved/initiates that process? Three different scenarios were discussed.

- B. What criteria do we use to justify academic relief or define compassion?
 1. The committee will review language used by other institutions relating to how compassion relief is defined and share their findings.

2. Which campus entities should be permitted to initiate AR requests?
If an electronic form is used then the student is starting the AR request process. The committee agreed that Student Opportunity and Achievement Resources Program (SOAR) should be considered.
3. Abolish the practice of eliminating course history from a student's transcript because we have unintentionally become inconsistent with student data.
 - a. The committee agreed unanimously.
 - b. The committee will decide what designator to use on the transcript to reflect what occurred during the semester when AR is applied.
4. AR should not be restricted to one-time use, only.
 - a. The committee agreed unanimously.
5. Are there other critical questions that need to be answered before drafting of policy can commence?
 - a. Revision of record. When a student has an event but waits three semesters before seeking AR, some universities call that a revision of records.
 - c. Is a separate committee needed to evaluate revising a student's records after the fact? The committee seemed to believe that a separate committee was unnecessary.

C. Timeline of completion

1. The goal is to have a draft completed before Thanksgiving break.
2. Robin Panneton and Keith Goynes volunteered to work together on a draft policy. The committee agreed unanimously to this arrangement.
3. Robin Panneton will contact Rachel Holloway to ask for a template for drafting a policy.

IV. New Business

A. Readmission policy

1. Rick Sparks asked the committee to review the readmission policy and provide feedback. The committee agreed to work on the draft AR policy before focusing on the readmission policy.

B. Mid-term grades

1. The committee will defer the issue of mid-term grades until next semester.

V. Adjourn

- A. The meeting was adjourned at 1:58 p.m.